AGR JOB AUTHORIZATION (REQUEST/CHANGE)
For use of this form, see AR 140-30; the proponent agency is CAR

DATE:

PART I - FILL DATA

A. POSITION TITLE:

B. REQUESTED GRADE:

C. DUTY SSI/MOS:

D. UIC:

E. PARA:

   LINE:

F. DATE OF TDA/MTOE:

G. COMMAND/AGENCY:

H. DUTY LOCATION:

PART II - DESCRIPTION OF DUTIES

JOB DESCRIPTION: *(List major duties that support RC mission - continue in PART V)*

PART III - SUPERVISORY CONTROLS

A. RATING CHAIN:
   OFF/ENL

B. LEVEL OF SUPERVISION/GUIDANCE AGR
   MEMBER WILL RECEIVE: (CHECK BELOW)

	AUTH GRADE	TITLE	FREQ/DAILY	MOD/WEEKLY	MIN/MONTHLY
1. RATER			☐	☐	☐
2. INTRTR/INDR			☐	☐	☐
3. SR. RTR/REVWR			☐	☐	☐

C. NUMBER/CATEGORIES OF AC/RC PERSONNEL TO BE SUPERVISED BY AGR MEMBER IN SUPPORT OF RC MISSION:
   (FILL IN APPROXIMATE NUMBER WHERE APPROPRIATE) : NONE *(CHECK HERE)* ☐

	AC	RC		AC	RC		
FULL TIME - OFFICER	____	____	ENLISTED	____	____	CIVILIAN	____
PART TIME - OFFICER	____	____	ENLISTED	____	____	CIVILIAN	____

D. CHECK ALL APPLICABLE BOXES BELOW TO DESCRIBE AGR MEMBERS DUTIES:

☐   1. MAKE RECOMMENDATIONS OF RC POLICY.
☐   2. ADVISE ON RC DECISIONS.
☐   3. MAKE DECISIONS ON RC POLICY.
☐   4. PERFORM OPERATIONAL DUTIES IN SUPPORT OF RC.
☐   5. PERFORM ADMINISTRATIVE DUTIES IN SUPPORT OF RC.
☐   6. PERFORM RECRUITING/RETENTION DUTIES IN SUPPORT OF RC.
☐   7. PERFORM SPECIAL RC PROJECTS.
☐   8. WORK WILL BE REVIEWED IN DETAIL.
☐   9. WORK WILL BE REVIEWED FOR ACCOMPLISHMENT OF OBJECTIVES.
☐ 10. WILL WORK PRIMARILY ON THEIR OWN.

REMARKS:

PART IV - EDUCATION/EXPERIENCE QUALIFICATIONS

QUALIFICATIONS *(INDICATE BY AN X IN APPROPRIATE BOX)*
   AMPLIFY IN REMARK AT RIGHT.

	REQUIRED	PREFERRED	N/A
1. OAC GRADUATE BRANCH:	☐	☐	☐
2. C&GS/ENLISTED EDUCATION:	☐	☐	☐
3. SENIOR SERVICE SCHOOL GRADUATE:	☐	☐	☐
4. UNIT LEVEL EXPERIENCE SSI/MOS:	☐	☐	☐
5. COMMAND/SUPERVISORY EXPERIENCE:	☐	☐	☐
6. STAFF EXPERIENCE SSI/MOS:	☐	☐	☐
7. OVERSEAS LOCATION:	☐	☐	☐
8. OTHER SPECIFY IN REMARKS:	☐	☐	☐
9. SECURITY CL: TS ☐ S ☐ OTHER ☐	☐	☐	☐

DA FORM 5648, AUG 2010   Previous Editions are Obsolete   APD LC v1.00ES

M   TAB   TAB   TAB   TAB

PART V - ADDITIONAL REMARKS

PART VI - AUTHENTICATION

A .TYPED NAME, GRADE AND TITLE OF REQUESTING OFFICIAL	B. SIGNATURE OF REQUESTOR	C. DATE

PART VII - HQDA USE ONLY - VALIDATION/APPROVAL INFORMATION

A. DAAR-PE	B. DACS-DMS	C. DARP-AR
1. RECOMMEND APPROVAL ☐ DISAPPROVAL ☐	1. APPROVED ☐ DISAPPROVED ☐	1. INCUMBENT NAME:
2. AUTHORIZED GRADE:	2. DATE AUTHORIZED FOR FILL: FY:	2. GRADE:
3. SSI/MOS:	3. PRIORITY:	3. BRANCH
4. UIC:	4. REMARKS:	4. SSI/MOS
5. TDA/MTOE: PARA LINE		5. AVAILABILITY DATE:
6. TITLE:		6. REPORTING DATE:
7. BUDGET CATEGORY:		7. ORDER NO#:
8. SUPPORTING PDIP:		8. SECURITY CLEARANCE:
9. REVALIDATION DUE DATE:		9. TOUR LENGTH:
10. SIGNATURE/DATE: PROGRAM MGR		10. CONCURRENT TRAVEL: STATUS CODE:
11. SIGNATURE/DATE: BUDGET ANAL	5. SIGNATURE/DATE:	11. SIGNATURE/DATE:

D. FORM INSTRUCTIONS: Cross out *(Request/Change)* as appropriate in the form title.

PART I   - A, B, C, G, H, are self explanatory.
       D, E, F - Note the TDA/MTOE AGR member will mobilize under.
PART II   - Self explanatory. If more space needed use PART V.
PART III   - Amplify A, B, C, D, in REMARKS.
PART IV   - A - List qualifications that are Required, Preferred or N/A.
       List special qualifications in Remarks.
PART V & VI - Self explanatory.
PART VII - HQDA USE ONLY and Form Completion Instructions.

NOTE: When used to change an approved position, complete PART I and all other areas that change.